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Circular No. 37
1,000, July, 1907

REGULATIONS FOR THE REORGANIZATION OF CONTINUATION CLASSES.

Regulations 20 and 21 are hereby rescinded and the following substituted therefor:—

Continuation Classes, Grades A, B, and C.

I. General.

1.—(1) There shall be three grades of Continuation Classes, A, B, and C, as provided for in Section 8 of The Public Schools Act and as defined in the following regulations.

(2) When a Continuation Class is opened, or when a Class already established is raised to a higher status, the Board of Trustees shall comply with the requirements for such status from the date of its establishment.

2. The yearly apportionment by the Education Department of the Legislative Grant to Continuation Classes shall, in the case of each Class, be the total of the sums apportioned on the different bases set forth below in the case of each grade of Class.

3. When a Continuation Class has been open, or when an additional teacher has been employed, for at least one term but less than a year, only one-half shall be paid, in each case, of the Fixed Grant, and of the Grant on the Teacher's Salary and on the Grade of his Certificate.

4. All sums received by a Board of Trustees from the Legislature and the County as a Continuation Class grant, shall be expended on the salaries and the equipment of the Continuation Class alone; and a financial statement shall be submitted through the Public School Inspector by each Board to the Minister of Education on or before July 15th of each year, in a form to be provided by the Education Department, showing in detail the receipts and expenditures on this account, with such additional particulars as the Minister of Education may require.

5. On or before July 15th of each year, as a condition of the payment of the Legislative Grant, the Inspectors concerned shall certify, in a form to be provided by the Education Department, that, to the best of their knowledge and belief, as the result of their inspection and on the evidence of a certificate or certificates submitted to them by the Principal of the Continuation Class and the Chairman of the School Board, the provisions of the Regulations affecting such Class have been fully complied with.

6. When the Legislative Grant is not sufficient for, or when there is a balance over, the apportionment on the bases provided below for

each grade of Class, the Education Department shall make a *pro rata* adjustment of the total in the case of each class.

7.—(1) The equipment for a Continuation Class shall be for the special needs of such class and shall be approved from time to time by the Inspector of Continuation Classes and the Inspector of Public Schools or Separate Schools, as the case may be.

(2) The date at which the minimum equipment of classes now established shall be imperative shall be at the discretion of the Inspector of Continuation Classes and the Inspector of Public Schools or Separate Schools, as the case may be.

(3) From year to year, School Boards shall expend on equipment such sums as may be required on the report of the Inspector of Continuation Classes and the Inspector of Public Schools or Separate Schools, as the case may be; but, in the case of each grade, the total of such sums shall not exceed the maximum prescribed below on which the Legislative Grant is to be computed.

8. Each teacher who is legally qualified under the Regulations of 1904 shall be recognized as legally qualified under the same School Board for the Continuation Class in which he is now teaching.

9. The pupils of all grades of Continuation Classes shall be admitted in accordance with the Regulations governing the admission of High School pupils.

II. Continuation Classes, Grade A.

General.

10.—(1) The course of study for Continuation Classes, Grade A, shall be that prescribed for the High Schools, so far as the adequacy of the staff, the equipment, and the accommodations will permit.

(2) The following subjects are obligatory on all pupils: Geography, Arithmetic and Mensuration, English Grammar, Writing, Reading, English Composition, English Literature, History, Art, and Elementary Science. Other subjects of the High School course may be taken as may be agreed upon between the pupil's parent or guardian and the principal of the Class.

11. The pupils of such Classes shall be taught separately from the pupils of the other classes of the Public School, and the organization of the Continuation Class staff shall be subject to the approval of the Inspector of Continuation Classes.

12.—(1) In a Continuation Class of one form, the Principal shall hold at least a permanent First Class certificate.

(2) In a Continuation Class of two forms, the Principal and the Assistant shall each hold at least First Class certificates, at least the Principal's being permanent.

(3) In a Continuation Class of three forms, the Principal shall hold the qualifications of a principal of a High School; and each of his staff, the qualifications of an assistant teacher in a High School.

13. The class-room accommodations shall be separate from the Public School, but the building need not be separate.

14. The equipment shall be of the following minimum values :—

	One or two teachers.	*More than two.*
Library	$150 00	$300 00
Scientific apparatus	150 00	300 00
Maps, charts, and globes	25 00	50 00
Drawing models	25 00	50 00

15. Teachers of Continuation Classes, Grade A, shall be granted permanent certificates under the same Regulations as govern the High Schools.

Apportionment of the Legislative Grant.

16. Continuation Classes, Grade A, in Rural Public Schools, shall not share in the General or the Special Grants to such Public Schools, excepting the Township Grant payable under Section 19, 70, (2) and (3) of The Public Schools Amendment Act of 1907.

17. The Legislative Grant to Continuation Classes, Grade A, shall be apportioned on the following bases :—

(1) *Fixed Grants.*

(*a*) $100.00 for a class of one form, to which the equivalent of the time of one teacher, but less than the time of two teachers, is given.

(*b*) $200.00 for a class of two forms, to which the time of two teachers, but less than the time of three teachers, is given.

(*c*) $300.00 for a class of three forms, to which the time of three teachers is given.

(2) *On Salaries.*

In the case of (*a*) above, twenty-five per cent. of the excess of the Principal's salary over $400.00.
Maximum Grant, $150.

In the case of (*b*) above, twenty-five per cent. of the excess of the two teachers' salaries over $900.00.
Maximum Grant, $250.

In the case of (*c*) above, twenty per cent. of the excess of the three teachers' salaries over $1,500.00.
Maximum Grant, $350.

(3) *On the Value of the Special Equipment.*

Ten per cent. of the approved value, the maximum value recognized being as follows :—

(*a*) In the case of Continuation Classes with one or two teachers :— Library, $300; Scientific apparatus, $300; Maps, charts, and globes, $50; Drawing models, $50.

(*b*) In the case of Continuation Classes with three teachers :— Library, $600; Scientific apparatus, $600; Maps, charts, and globes, $75; Drawing models, $75.

(4) *On the Character of the Accommodations.*

The grant on the grading of the accommodations shall be distributed according to the following scheme:—

School.	One Teacher.				Two Teachers.				Three Teachers.			
Grade.	I.	II.	III.	IV.	I.	II.	III.	IV.	I.	II.	III.	IV.
	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.
Water supply	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	00
Class rooms	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 50
Laboratory	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Blackboards	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	50
Cap rooms	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	50
Desks	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Laboratory tables	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Lighting	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	50
Heating	1 00	75	50	25	1 50	1 15	75	40	2 00	1 50	1 00	50
Ventilation	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
	15 00	11 25	7 50	3 75	22 50	17 00	11 25	5 75	30 00	22 50	15 00	7 50

(5) *On the Grade of the Teacher's Certificate.*

$20 in the case of each Continuation Class, Grade A, teacher whose academic or professional standing is higher than the minimum prescribed, and whose status and competency shall have been attested by the Inspector of Continuation Classes and by the Inspector of Public Schools or Separate Schools, as the case may be.

III. Continuation Classes, Grades B and C.

General.

18.—(1) The course of study for Grades B and C shall be that prescribed for the Fifth Form of the Public Schools, or the Lower School of the High Schools. Higher work may be taken up in a Continuation Class, Grade B, but only with the approval of the Inspector of Continuation Classes, on the report of the Inspector of Public or Separate Schools, as the case may be, to whom notice of such intention, with the particulars as to the amount of and the provision for such work, shall be sent by the Principal before his class is organized.

(2) The following subjects are obligatory on all pupils: Reading, English Literature, English Grammar, English Composition, History, Geography, Writing, Arithmetic and Mensuration, Art, and Elementary Science. With the concurrence of the Inspector or Inspectors concerned, a Board of Trustees may select such additional subjects of the prescribed course of study as may in its judgment suit the requirements of the locality.

19. In the case of Grade B classes taking up work higher than that of the Fifth Class, the accommodations, the equipment, the organization

and the qualifications of the teacher shall have been approved by the Continuation Class Inspector and the Inspector of Public or Separate Schools, as the case may be; and, in the case of Grade C classes and the other Grade B classes, the accommodations, equipment, organization, and the qualifications of the teachers shall have been approved by the Inspector of Public Schools or Separate Schools as the case may be.

Requirements for Grade B.

20. For a Continuation Class, Grade B, the rquirements shall be :—

(1) An average daily attendance for the year of at least five pupils.

(2) A Public School staff of at least two teachers, the Principal giving instruction only to pupils of the Fourth Form and of higher classes. The Principal shall hold at least a permanent Second Class certificate.

(3) The following minimum special equipment :—

Library, $100; Scientific apparatus, $100; Drawing models, $25; Maps, charts, globes, $25.

Requirements for Grade C.

21. For a Continuation Class, Grade C, the requirements shall be :—

(1) An average daily attendance for the year of at least two pupils.

(2) A teacher with at least a permanent Second Class certificate.

(3) The following minimum special equipment :—

Library, $50; Scientific apparatus, $50; Maps, charts, globes, $15; Drawing models, $15.

Apportionment of the Legislative Grant.

22. Rural Continuation Classes, Grades B and C, shall share in the General Grants to Rural Public Schools.

23. The Legislative Grant to Continuation Classes, Grades B and C, shall be apportioned on the following bases :—

GRADE B.

On Salaries.

For Rural Schools :

Ten per cent. of the excess of the Principal's salary over $300 in addition to the 40 per cent. from the General Legislative Grant to Rural Public Schools. Maximum Grant, $30.

For Urban Schools :

Thirty per cent. of the excess of the Principal's salary over $400. Maximum Grant, $60.

For Urban and Rural Schools :

Twenty-five per cent. of the excess of the Principal's salary over $600. Maximum Grant, $100.

GRADE C.

On Salaries.

For Rural Schools:

Five per cent. of the excess of the teacher's salary over $300 in addition to the 40 per cent. from the General Legislative Grant to Rural Public Schools. Maximum Grant, $15.

For Urban Schools:

Twenty-five per cent. of the excess of the teacher's salary over $400. Maximum Grant, $50.

GRADES B AND C.

For Urban and Rural Schools:

(1) *On the Value of the Special Equipment.*

Ten per cent. of the approved value, the maximum value recognized being as follows:—

Library, $200; Scientific apparatus, $200; Maps, charts and globes, $25; Drawing models, $25.

(2) *On the Grade of the Teacher's Certificate.*

Ten dollars in the case of each Continuation Class teacher whose academic or professional standing is higher than the minimum prescribed, and whose status and competency shall have been attested by the Inspector of Continuation Classes and by the Inspector of Public Schools or Separate Schools, as the case may be.

MEMORANDA.

1. As already provided in the Public Schools Act, each County will give at least the equivalent of the Legislative Grant to each County Continuation Class [See The Public Schools Act of 1901, section 8, subsection (6)].

2. As a condition of the payment of the Legislative Grant in 1908, the Board of Trustees of each Continuation Class shall submit through the Public School Inspector, in a form to be provided by the Education Department, a financial statement showing that it has expended on equipment the Special Legislative Grant made for the purpose in 1906; and, on the salary of the teacher and the special equipment of the Continuation Class for the academic year ending June 30th, 1908, an amount not less than the Legislative Grant and the County equivalent thereto, made in 1907.

3. In the case of a Continuation Class in a Rural School, at least the Township Grant for an assistant teacher, as provided for in section 19, 70 (2) and (3) of The Public Schools Amendment Act of 1907, shall be applied to the salary of the teacher, in addition to the expenditure referred to in Regulation 4 above, and Memo. 2 above; so, too, when there are more than one teacher.

4.—(1) Since Continuation Classes, Grades B and C, in Rural Schools will share in the General Grants to Rural Public Schools, as provided in

22 above, the amount of Legislative aid from the Continuation Class Grant to Continuation Classes, Grade A, is proportionately larger under the new scheme.

(2) In the apportionment of the Legislative Grant, Continuation Classes, Grades B and C, in Urban Municipalities have, in the new scheme, been placed in about the same position as those in Rural Municipalities. It should be noted that the General Legislative Grant, per unit of the average attendance, to Rural Public Schools is now more than three times the General Legislative Grant per unit to Urban Public Schools.

5. A teacher who is now qualified for a Continuation Class, Grade A, under Regulation 8 above, but who does not hold the qualifications prescribed under the new scheme, shall remain qualified under the same School Board for the Continuation Class in which he is now teaching; so, too, a teacher of a Grade B Class, for the new Grade B; and a teacher of a Grade C or D for the new Grade C.

6. When, after due advertisement and offering the highest salary it is able to afford, a Board of Trustees is unable to obtain a legally qualified teacher, a temporary certificate, valid for the current half year, may be granted by the Minister of Education, on the report of the Inspectors concerned, to a suitable person on application of said Board through the Public or the Separate School Inspector. (See Regulation 88, of 1904.)

7. The special equipment for the Continuation Class shall be entered under suitable heads in the Catalogue separately from the ordinary equipment, which shall not be included in computing the grant for the Continuation Class. The Catalogue shall be inspected at each visit by the Inspector or Inspectors concerned, and the values of any new equipment compared with those in the invoices. The various items of the equipment shall also be revalued by the Inspectors as often as may be rendered necessary by the condition of said items.

8. The Legislative Grant to the Continuation Classes for 1907 will be made practically on the same terms as in 1906, except that Grades A and B, neither of which shares this year in the General Legislative Grant to Public Schools, will receive a larger proportion of the Continuation Class Grant. (See Memo. 2 above.)

9. In the event of a dispute in regard to a matter which, under the Regulations, is at the discretion, or is subject to the approval, of the Inspectors, the question shall be referred to the Minister of Education, whose decision shall be final. (See The Education Department Act of 1906, section 23, subsection 12.)

10. It is proposed that, after June, 1908, Continuation Classes, Grade A, shall be known as "Continuation Schools," and Continuation Classes, Grades B and C, as Fifth Classes, without, however, any diminution of the Grants to such Fifth Classes.

JULY, 1907.